

**CITY OF LAKEWAY ZONING AND PLANNING COMMISSION MEETING**  
**Action Minutes of Regular Session**  
**March 7, 2018 9:15 a.m.**

**Lakeway City Hall, 1102 Lohmans Crossing Road, Lakeway, Texas**

- 1) **Establish Quorum and Call to Order.** Present: Commissioners Steve Smith, Don Goff, Dave Point, Jack Ford, Don Kotrady and Chairman Dave Taylor.
- 2) **Pledge of Allegiance.**
- 3) **Citizens Participation.** Judy Holloway voiced concerns that the ZAPCO minutes had not been uploaded to the City website since 2016 and Tiffany McMillan stated that it was a conflict of interest for a Lakeway MUD Board member to also be a voting ZAPCO commissioner and that the member should recuse himself from voting on the City Center PUD (item 13).

**CONSENT AGENDA** - *All items listed under the consent agenda may be approved by one motion. Members of the Commission may pull items from the consent agenda for discussion.*

- 4) **Approval of Minutes:** Wednesday, February 7, 2018.
- 5) **Permanent Signage:** Consider a request from Ash Creek Homes for a new monument sign to be located at 3211 Ranch Road 620 South for Honey Creek Condominiums.
- 6) **Permanent Signage Alteration:** Consider a request from Stokes Sign Company renovating an existing monument sign located at 1205 Ranch Road 620 for Lakeway Psychiatry & Behavioral Health.
- 7) **Special Use Permit: Short Term Rental:** Consider a request from Diane and Jeff Boyko, the owners of the property located at 141 World of Tennis (Unit C-141, Building 12, World of Tennis Condominiums) for of a Special Use Permit to allow for a short-term rental use to operate at this location
  - **Determination: Motion to approve by Commissioner Kotrady and seconded by Commissioner Smith. Motion carried by a vote of 6-0.**

**END CONSENT AGENDA**

- 8) **Variance–Whippoorwill Business Park:** A request from Carlson, Brigance & Doering, the agent for the owner of approximately 2.2 acres located along Whippoorwill Street between Pheasant Lane and Nightingale Lane, for approval of a variance to Lakeway Municipal Code Section 28.09.006(c)(3)(A) pertaining to the minimum number of required off street parking spaces.
  - ***This item was postponed at the last meeting on February 7, 2018.***
  - Staff report and presentation by Ray Miller.

- Applicant Brendan McEntee was present.
- Public Hearing: Melanie Straube, local business owner, spoke in opposition to the request.
- Determination: **Motion to approve by Commissioner Smith and seconded by Commissioner Point. Motion carried by a vote of 6-0.**

9) **Special Use Permit– Warehouse/Storage Facility:** Consider a request from Edward and Esther Trevino, the owners of the property located at 1009 Ranch Road 620 North (Lots 9-10 and Lot 36 Cardinal Hills Estates, Unit 11), for approval of a Special Use Permit to operate warehouse / privately owned garage units to be known as Garages of Texas.

- Staff report and presentation by Ray Miller.
- Applicants Karen Wunsch and Worth Williams were both present.
- Public Hearing: No public input.
- Recommendation to City Council: **Motion to recommend approval made by Commissioner Point and seconded by Commissioner Goff. Motion carried by a vote of 6-0.**

10) **Sign Ordinance – Amendments:** Consider proposed amendments to Chapter 26 (Signs) of the Lakeway Municipal Code pertaining to permitted signs within the City of Lakeway and its Extraterritorial Jurisdiction (ETJ). This proposal was a **discussion item only**.

- *This item was moved to the end of the agenda but was never brought up again.*
- Staff report and presentation

11) **Short Term Rental Ordinance – Amendments:** Consider proposed amendment to Section 30.05.004.5 (“Criteria applicable to short-term rental use permits/licenses”) of Chapter 30 (Zoning”), amending the existing provision of the Lakeway Municipal Code pertaining to permit renewals; violations of conditions of permit; and violations of existing ordinances and regulations.

- *This item was withdrawn*

12) **Variance Request: Lakeway Medical Village -** Consider a request from Optimized Engineering, representing Aqua Land Lakeway Medical, LLC, the owner of the property located at 100 – 400 Medical Parkway (Lakeway Medical Village), for approval of a variance to the maximum allowable amount of impervious cover for the subject property.

- Staff report and presentation by Ray Miller.
- Applicant Travis Robinson was present. Also present, Developer James Kirby.
- Public Hearing: Lee Jackson, authorized agent for developer Equity LLC and representing both the Condo Association and Lakeway Medical Village Board of Directors requested that the item be postponed until the Condo Association Board receives and approves plans for the improvements in the common elements.
- Determination: **Motion to postpone the item until landscaping improvements garner approval from the Condo Association made by Commissioner Point and seconded by Commissioner Kotrady. Motion carried by a vote of 6-0.**

**13) City Center PUD (Mixed Use Development) Zoning Change:** Consider a request from Lakeway Municipal Utility District, the owner of a 56.918 acre tract and Lake Travis Church of Christ, the owner, the owner of a 6.061 acre tract for a combined 62.979 acres of land located at 1801 and 1931 Lohmans Crossing and situated west and northeast of the Lakeway Police Facility for a change in Zoning Classification from Government, Utility, Institutional (GUI) to Planned Unit Development (PUD).

- Staff report and presentation by Ray Miller.
- Applicants Bill Hayes and Haythem Dawlett were both present.
- Public Hearing: Daniel Foreman spoke in support of the development. Wendi Severance and Greg Holloway believe that it is a conflict of interest for a Lakeway MUD Board member to also be a voting ZAPCO commission member and expressed opposition to the City Center PUD. Judy Holloway stated that the process should be slowed down; Louis Mastrangelo and Dennis Hogan believe that the project is too dense and that the Developer needs to find a lower density solution. Roland Greer stated that the proposed project violates the Comprehensive Plan and voiced concerns about the environmental impact. Sandra Lewis is concerned about the effects on wildlife and indicated that she is opposed to the request believing that the density is too high. Sean Sutton spoke in support of the request. Robert Schooler and Tiffany McMillan both stated that they are opposed to the request. Jim Moore wanted to be sure that there would not be any cut through traffic to Rolling Green Drive. Pam Bilderback stated that she wants wildlife and trees to be maintained. Sarah Sheads believes that parking garages next to a school is a bad idea and opposes the request.
- **Motion to table the item until 6:00pm on March 15, 2018 was made by Commissioner Point and seconded by Commissioner Goff. Motion carried by a vote of 6-0.**

**14) Adjourn.**

**Hearing no further discussion, Chairman Taylor adjourned the meeting at 12:28 pm.**

Minutes approved on April 4, 2018, by a vote of 6-0.

  
\_\_\_\_\_  
Ray Miller, Jr., BDS Director